

**Appendix CR
to the
COMMUNITY REINVESTMENT CONTRACT
(2000-2001 WISCONSIN WORKS (W-2) and RELATED PROGRAMS IMPLEMENTATION CONTRACT)
for the period January 1, 2002 through December 31, 2003
by and between
the Wisconsin Department of Workforce Development
and
«Field1»**

1. Funds Provided/Period Covered

Funds are available to the Agency for the period beginning January 1, 2002, and continuing through December 31, 2003, for Community Reinvestment. In accordance with the 1999-2001 Biennial Budget an amount equal to seven percent (7%) of the total Contract amount of the 2000-2001 Wisconsin Works (W-2) and Related Programs Implementation Contract was reserved for Performance Bonuses. Within the seven percent (7%) amount, an amount equal to three percent (3%) of the total Contract amount is available for Restricted Use Performance Bonuses, also known as Community Reinvestment funding. Use of Community Reinvestment is limited to programs that meet Temporary Assistance for Needy Families (TANF) requirements identified in a plan submitted by the Agency and approved by the Department. Specific funding amounts and the period covered are enumerated at the end of the Appendix.

2. Purpose and Service Conditions on the Use of the Funds

These funds are provided for services and administrative costs described in the Agency's Community Reinvestment Plan, as approved by the Department's Contract Manager.

Administrative costs for Community Reinvestment, in accordance with the Final Federal TANF regulations, may not exceed fifteen percent (15%) of the total Community Reinvestment expenses.

The Department retains discretion to adjust the final amounts of administrative costs under this Appendix at the close of the Contract in accordance with the Department's contract close-out policies and procedures.

3. Community Reinvestment Plan Modifications and Updates

A Community Reinvestment Plan Modification must be submitted by the Agency in the event the Agency elects to substantially change an approved activity or to implement a previously unapproved activity under the Agency's Community Reinvestment Plan.

The proposed Community Reinvestment Plan Modification must be submitted to the Department's Contract Manager for approval whenever the Agency substantially increases or decreases the scope of activity or completely eliminates a previously approved activity from the Agency's Community Reinvestment Plan or if a substantial change is being made to the plan budget. A substantial change is defined as an increase or decrease of more than ten percent (10%) for any activity unless the change is less than Five Thousand Dollars (\$5,000) in which case no Community Reinvestment Plan Modification is required. The Agency's Community Reinvestment Plan must be updated for changes that are less than substantial, as defined above. If the threshold amount that requires a Plan Modification is reached by cumulative updates, a Plan Modification must be submitted to the Department's Contract Manager within thirty (30) days.

The proposed modification for Community Reinvestment activities must describe: what services are proposed to be provided; to whom (including the income eligibility); by what service provider(s); when (time period); an estimated budget; and be based on the State's TANF Plan.

The Department's Contract Manager, within thirty (30) business days of receipt of the request from the Agency, shall notify the Agency of approval or disapproval.

4. Fiscal Conditions on the Earning of the Funds

These funds are earned up to the level in section 1 of this Appendix and under conditions outlined in section 2 of this Appendix.

Agencies will be reimbursed for Community Reinvestment expenses when all of the following conditions have met: the community Reinvestment Contract is signed and returned to the Department; the agency's Community Reinvestment Plan has been approved by the Department and Community Reinvestment expenses have been incurred.

The Department shall apply these conditions in determining the total final funds earned under this Appendix at the close of the Contract. The amount of the subsequent audit adjustment on the funds in this Appendix shall be based exclusively on the conditions outlined in this Appendix.

5. Fiscal and Participant Reporting on the Use of the Funds

Community Reinvestment expenses incurred beginning January 1, 2002, and continuing through December 31, 2003, must be reported in accordance with the Department's Policies and Procedures. The Community Reinvestment reporting profiles are provided below.

Profile Number	Community Aids Reporting System (CARS) Profile Full Title
4000	Community Reinvestment (CR) Direct Administration and Indirect – Agency Management Support and Overhead (AMSO)
4002	CR Work Activities
4003	CR Education
4004	CR Skills Training
4005	CR Employment Services
4007	CR Human Services AODA
4008	CR Human Services Domestic Abuse
4009	CR Human Services Child Abuse
4010	CR Youth Employment
4011	CR Housing
4012	CR Child Care
4013	CR Loan Program
4014	CR Grant Program
4015	CR Transportation
4016	CR Other Assistance Payment
4017	CR IDA Payments

Participant program activities must be reported in accordance with the Department's instructions.

6. Payment Procedures

These funds shall be paid in accordance with the Department's Policies and Procedures.

Prepayments will equal one month's estimated operating costs (total of the New Contract Level amount in the table below divided by the number of months of the Contract period) in each of the first three months of this Contract. The Community Reinvestment prepayments will be issued on CARS profile 4151 (CR Contract Prepayment). Each month thereafter, the Department shall reimburse expenditures reported on the financial forms required by the Department.

The Department will collect advance payments in accordance with the Department's Policies and Procedures.

7. Specific Funding Amounts

Agency: «Field3»	Agency #«Field4»
Agency Type: «Field5»	Contract Period: 01/01/02-12/31/03

CARS Profile Name	Profile Contract Number	Current Contract Level	Contract Change Amount	New Contract Level
Community Reinvestment Admin	4000	«Field10»	«Field11»	«Field6»
CR Contract	4150	«Field12»	«Field13»	«Field7»
TOTAL				\$«Field2»